THE

ARMY SCHOOL SYSTEM

ORIENTATION

BRIEF

As Of 15 May 01

1

<u>Purpose</u>

To train incoming personnel on The Army School System (TASS)

Develop a training package that can be utilized at all levels, regardless of location or duty assignment

Our Mandate To Train

TR 350-18 - The Army School System

- provide training to Title XI's (2-4,a 11)

- Title XI personnel assigned to proponent schools will complete the TRADOC Systems Approach to Training Basic Course (3-14, c 3)

- all Title XI soldiers utilized to conduct training observation for consideration by accreditation teams must receive training in the accreditation process.   Title XI . . . . . assigned with duty at the training proponent must receive training identified in TRADOC 350-70, part II. (3-14, m 2)

- gaining TIE for each member being assigned within its area of responsibility will provide an orientation which includes, as a minimum, mission, responsibilities and complexities unique to the RC environment (3-14, m 3)

- TASS training battalion will conduct a similar orientation which includes, as a minimum, mission, responsibilities and particulars about the community in which the soldier will live (3-14, m 3)

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Our Mandate To Train

TR 350-70 Systems Approach to Training Management Processes and Products

- evaluators will complete

- Total Army Instructor Training Course (TAITC)

- Small Group Instructor Training Course (SGITC

Title XI Training Plan

PHASE I – Pre-Arrival and In-processing
- Welcome Letter
- Sponsorship Program
- TASS Orientation Handbook

PHASE II - Integration
- TASS Orientation Brief
- Hands On Accreditation Visit

PHASE III - Qualification
- Proponent School Visit
- TAITC
- SGITC
- ATRRS

Suggested Timeline for Training TASS Personnel

SUBJECT	WHEN	WHERE	HOW
Identify incoming personnel phone	- 6 mo	T, D, P	email,
Id assignment, assign sponsor phone	- 3 mo	T, D, P	email,
DCSED Welcome Letter	- 2 mo	DCSED	mail
In processing	H Hr	T, D, P	
Local training on	+ 2 mo	T, D, P	briefing, hands
Training at proponent on	+ 6 mo	T, D, P	briefing, hands
Observe TASS training	+ 6 mo	TIE	hands on

Suggested Schedule for Training TASS Personnel

DAY 1 – In-processing
- Welcome Brief by Chain of Command
- Sponsorship Program
- Copy of TASS Orientation Handbook / TR 350-18

DAY 2 – Formal Training
- Welcome by Chain of Command
- Review TASS Orientation Handbook
- Begin TASS Orientation Brief
  - TASS History
  - TASS Organization

Suggested Schedule for Training TASS Personnel

DAY 3 – Formal Training (con't)
- Complete TASS Orientation Brief
  - TASS Organization
  - TR 350-18

DAY 4 – Formal Training (con't)
- Accreditation Process
  - Smartbook
  - Review Files
  - Trends and Analysis
  - BN / Area Overview and History

Suggested Schedule for Training TASS Personnel

FOLLOW ON TRAINING
- Hands On Accreditation Visit
- Proponent School Visit (TASS BN TXI only)
- TAITC
- SGITC
- ATRRS

PHASE I

In-Processing

In-Processing

- **Duties/Responsibilities**

- **Additional Duties**

- **Chain of Command**

- **Organizational Relationships**

- **TR 350-18 (Broad Overview)**

In-Processing

- **Administrative Support**

- **Housing**

- **Medical / Dental**

- **Finance**

- **Regional / Geographic Overview**

PHASE II

Integration

The Title XI Program

- **Congressionally mandated**

- **Provide AC support to RC for training/education**

- **Increases the readiness of RC**

- **Enhances overall effectiveness of the Army**

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History of the Title XI Program

1973 – Affiliation Program for RC CA units

1976 – CS and CSS units added

1978 – Division Partnership Program

1982 – CAPSTONE Program

1994 – Title XI Support

Title XI Program_

Title XI is a congressionally mandated program to provide Active Component support to the USAR and ARNG for training and education. Congress funds Title XIs for the specific purpose of increasing the readiness of the USAR and ARNG and to enhance the overall effectiveness of the Army.

TRADOC's part of the Program - 477 Title XI soldiers in TRADOC

At Headquarters TRADOC, Title XIs manage TR 350-18 and provide Active Component support to the USAR and ARNG.

At the TIEs, Title XIs coordinate between components in their region, manage other Title XIs, manage ammunition, and visit training to assess quality of instruction.

At the proponent schools, Title XIs assist with course development and accreditation.

At TASS Battalions throughout the United States and In Germany, Alaska, the Pacific, Guam, and Puerto Rico, Title XIs manage instructors, provide training support, and coordinate support with proponent school.

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Title XI Challenges

Chain of command not present on a daily basis

Absence of the usual soldier support systems

Remote MILPO operations

Remote finance operations

Reserve concept of time (MUTA, IDT, AT)
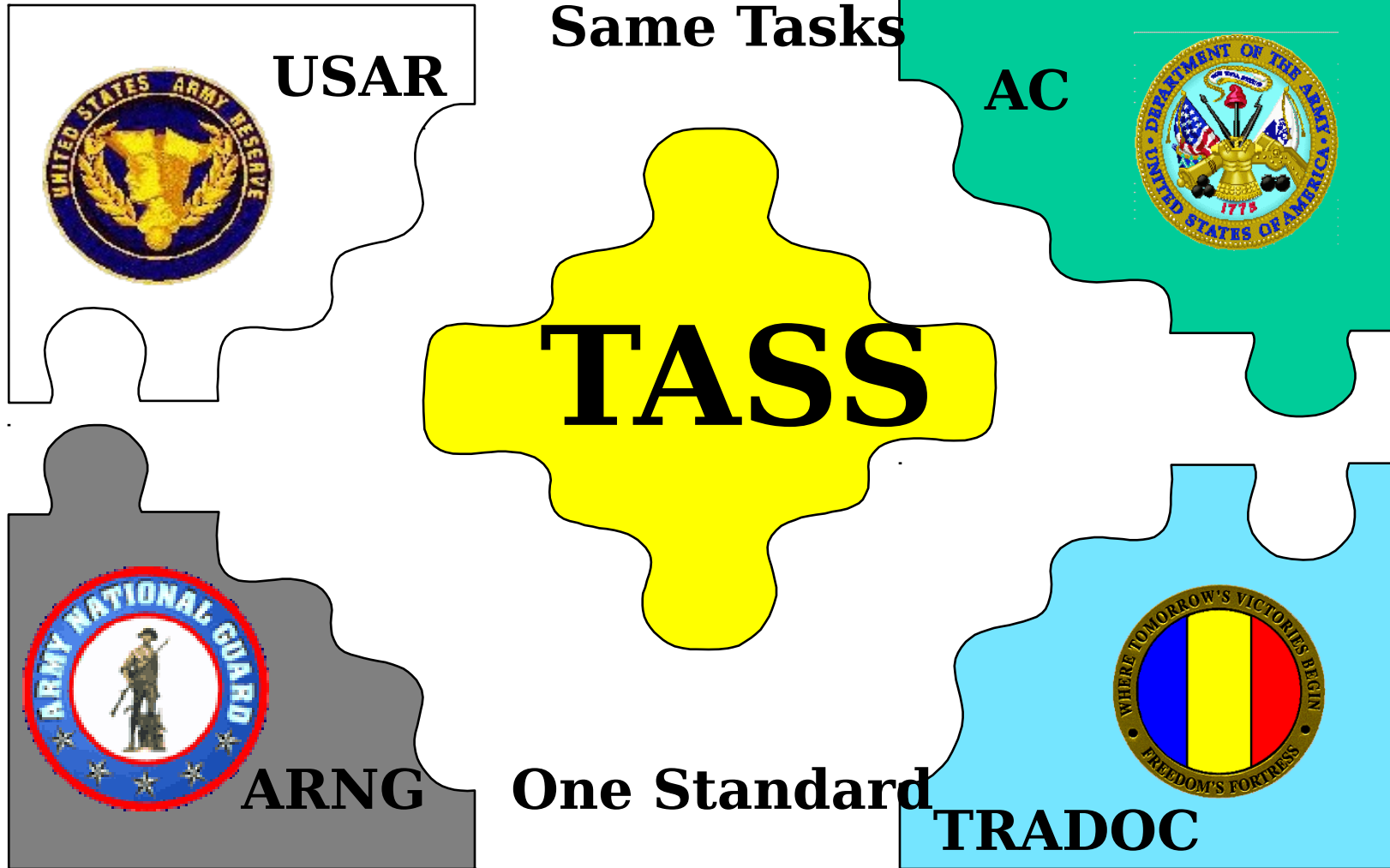
Enhancing job satisfaction

Eliminating distracters to success

Channels for arbitrating disputes

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THE ARMY SCHOOL SYSTEM

Same Tasks

USAR

AC

TASS

ARNG   **One Standard**

TRADOC

The Mission of The Army School System

 The mission of TASS is to enhance Army readiness through an efficient, fully-integrated educational system that guarantees soldiers of all components are trained to a single standard.

 In it's simplest form, any soldier, from any component, can attend any accredited TRADOC school, and receive the same qualification and certification

http://www-tass.monroe.army.mil/

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<u>The Problem - Prior to 1993</u>

3 Independent School Systems

- **AC/AR/NG**

- **Redundant infrastructure**

- **Different programs of instruction**

- **Different Standards**

Why The Army School System (TASS)?

- **TASS trains to ONE standard**

- **TASS brings the training resources of The Army**
    The ARMY together (AC/AR/NG)

- **TASS improves training availability...**
    more instructors, more training locations

- **TASS guarantees that soldiers from all components**
    attending TATS courses will receive

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Who Are TASS Customers?

- **Army Reserve Divisions (Institutional Training) [DIV (IT)]**

- **Army Reserve Regional Support Commands and Regional Support Groups**

- **Army National Guard Units**

- **Active Army Units**

- **Other Services (Air Force, Navy, Marines)**

The Evolution of TASS...

00 Begin 2d cycle of accreditations

97 Begin assessing and accrediting TASS Battalions

96 TASS is formed

93 TASS Pilot Program started

92 TRADOC tasked to develop school system of the 21st Century

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The Building of TASS

TASS BATTALION

INSTRUCTORS

THE ARMY TRAINING SYSTEM COURSEWARE

STRUCTURE MANNING DECISION REVIEW

AR 350-1 / TR 350-18

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FY 00 AC Soldiers Trained by RC Schools

- **1,872 AC Soldiers trained in FY00**

  ✓ **43 % (798) trained in CGSC and CAS3**
  ✓ **17 % (323) trained in OD courses**
  ✓ **11 % (208) trained in AMEDD courses**
  ✓ **8 % (153) trained in QM courses**
  ✓ **7 % (134) trained in NCOES courses**

As of: 3 Jan 01

Equivalent Credit

- **Recent DA policy (HQDA msg. 20 NOV 00) allows AC/AGR soldiers to receive credit for attending courses taught at TASS Battalions**

- **Message states: "Active Army and AGR personnel will receive credit for attendance at TASS battalion schools providing the following conditions are met:"**

  - **Institution is accredited by the course proponent**

  - **The POI has been reconfigured into TATS-C format**

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TASS Goals

Increase Army Readiness

Finalize TASS Implementation

Increase Army Awareness of TASS

Synchronize Army Division Redesign Study (ADRS) Training

Improve the TRADOC Title XI Program

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TASS Goals

Increase Army Readiness

- **Improve student fill rate to 90% in FY01 and 95% in FY02**

- **Improve class conduct rate to 80% in FY01 and 90% in FY02**

TASS RC ACTIVITY, FY00

Quotas	**88,521**
Students	**74,404**
Classes	**7,135**
Locations	**607**
Graduates	**65,990**

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TASS Statistics, FY00

Topic	Data	FY00	FY01 Goal
Instructor Status	8,714 Auth/ 6,890 Assigned	79%	90%
Accreditation	136 Auth/ 128 Accredited	94%	100% (currently 133)
Quota Utilization	102,488 Quotas/ 87,065 Students	85%	90%
Class Performance	7,135 Scheduled/ 5,294 Conducted	74%	80%

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Top Two Reasons for Class Non-Conducts, FY00

1. **LACK OF STUDENT FILL**
   - **1,081 classes canceled out of 7,135 classes scheduled**
   - **15% of total classes**

2. **CLASSES CONSOLIDATED**
   - **305 classes consolidated out of 7,135 classes scheduled**
   - **4% of total classes**
   - **Students still getting trained**

TASS Goals

Finalize TASS Implementation

- **Develop a strategic plan for FY02-05, by 1 Oct 01**

- **Achieve 95% compliance on TATS-C implementation**

DCSED STRATEGIC PLAN

"The Army School System is a growth industry." DCSED

- **Develop a long term plan for TASS that is aligned with TRADOC/Army Transformation Plan**

- **Ensure Reserve Component involvement in TRADOC Transformation up-front**

- **Finalize plan by 4th Qtr FY01**

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TASS Opportunities Supporting Army Transformation

- **Assist in AC reclassification mission**

- **Teach Common Core NCOES/OES in various locations**

- **Augment proponent school IET/AIT instructor staff**

- **Establish Tri-Component Institutions**

TASS Opportunities Supporting <u>Army Transformation</u>

- **Expand Campus Instructor Support for AROTC**

- **Establish Schools on FORSCOM Installations**

- **Teach more functional courses for AC**

- **AC student load increased in CGSC common core**

- **Augment Proponent School Instructor Base**

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TATS-Courseware Implementation
As of 9 Feb 01

Total Courses to Convert	Analysis /Redesign Completed	Course Development Completed (Commandant Approved)	TATS-C POIs Approved by NGB /USARC / TRADOC (TOMA)	Ready to Teach - RTT (Teach in 12-18 Months)
428	**425**	**399**	**305**	**301**

GOAL: 95% COMPLETE BY 4TH QTR, FY01

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TATS Course Development Process

- **5 year planning and execution timeline**

- **Individual Training Plan (ITP) is developed and verified with Course Administrative Data (CAD) for each new course**

- **Proposed course structure sent to USARC/NGB for approval**

- **Proponent approved POI sent to TRADOC for approval**

- **Course distributed for validation and loaded on ATRRS**

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TASS Goals

Increase Army Awareness of TASS

- **Maintain a world-class web-site**

- **Conduct at least four events directed at increasing awareness of TASS (FY01)**

- **Publish at least two TASS articles in military periodicals**

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TASS WEBSITE

www.tass.monroe.army.mil

- **1st Qtr FY01 - 24,683 Visits with an Average Session Length of 18 Minutes**

- **Operations Calendar of TASS Related Activities, Events and Conferences**

- **TASS Readiness Information**

TASS WEBSITE

www.tass.monroe.army.mil

- DCSED and TIE POC Directories

- Links to TIE & other Regional Information

- Links to Proponent Schools & Associated Publications

TASS MARKETING PLAN

Promote understanding of
The Army School System
by educating our soldiers and leaders.

SEP and OCT 2000

- RESERVE LES: "Don't get stuck on a waiting list. Get MOS qualified! Find out how The Army School System (TASS) can help at www.tass.monroe.army.mil"

- ACTIVE DUTY LES: "1SG or Battle Staff NCO course -- no waiting to attend...Find out how The Army School System (TASS) can help at www.tass.monroe.army.mil"

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TASS Marketing Milestones

FY01 **Soldier Radio & Television (SRTV) Broadcast**

Feb 01 **Reserve Officer Association Conference**

Apr 01 **LES Advertisement (Apr, May)**

ATRRS Article

May 01 **Accreditation Article**

Aug 01 **National Guard Association of U.S. Conference**

Army Division Redesign Study Article

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TASS Goals

> ### Synchronize Army Division
> ### Redesign Study (ADRS)
> ### Training

- **Ensure ADRS requirements out to FY05 are addressed in the SMDR**

- **Develop/implement an effective and efficient process to coordinate ADRS**

ARMY DIVISION REDESIGN STUDY (ADRS) TRAINING

- **DCSED Designated as TRADOC's Executive Agent**

  - **Phase I FY 00-05**

    - **Approx. 6,500 Soldiers to train (on track)**

    - **11 MOSs Comprise 86% of Reclass Requirement**

  - **Phase II FY 01-07**

    - **Approx. 8,000 Soldiers to train**

    - **14 MOSs Comprise 81% of Reclass Requirements**

  - **Phase III & IV**

    - **Dependent on Army Transformation Initiatives**

FY 00-03 ADRS, Phase I
Top 11 MOSs

MOS	Soldiers to be trained
88M - TC (Motor Transport Operator)	2121
54B - CHEM (Chemical Operations Spec)	863
77F - QM (Petroleum Supply Spec)	209
92A - QM (Automated Logistical Spec)	196
95B - MP (Military Police Officer)	298
63S - OD (Heavy Wheel Vehicle Mech)	129
63B - OD (Light Wheel Vehicle Mech)	120
52D - OD (Power Generation Equip Repair)	114
71L - AG (Administrative Spec)	72
92R - QM (Parachute Rigger)	26
92Y - QM (Unit Supply Spec)	42
	Total = 4190

TASS Goals

Improve the TRADOC

Title XI Program

- **Maintain 98% fill on Title XI's**

- **Develop a Title XI training program by end of 2nd Qtr, 01**

Title XI Program

415 - Title XI Soldiers

OVERALL STATUS: 401 of 415 = 97% fill. Data is as of 31 Jan 01

HQ, TRADOC (11)
- **Standards**
- **Certification**
- **AC to RC Support**

Proponent Schools (113)
- **POI Development and Accreditation / Evaluation**

TIE (32)
- **Regional Coordination**
- **Resource Management**
- **Ammo Management**
- **Quality Control**

Battalions (249)
- **Instructor Management**
- **Tng Support**
- **Functionally Aligned Instruction**

OCONUS (10) USAEUR/USARPAC/PR/ VI
- **Instructor Management**
- **Tng Support**
- **Functionally Aligned Instruction**

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TASS Successes

- ## TASS Battalion Accreditation at 98%
  - **133 Battalions Accredited to Date**
  - **Proponent Schools and Title XIs Partnering with TASS Battalions**

- ## Title XI Support
  - **Accreditation**
  - **Instructor Certification**

- ## Equivalent Credit Policy
  - **Equivalent credit for soldiers attending training at TASS Battalions**

- ## Tri-Component Training
  - **Over 1800 AC Soldiers Trained During FY 00 in RC TASS Battalions**

- ## Marketing TASS
  - **Annual Report, brochures, and pamphlets**
  - **LES messages, SRTV broadcasts, articles in professional publications**
  - **Presentations at Conferences**
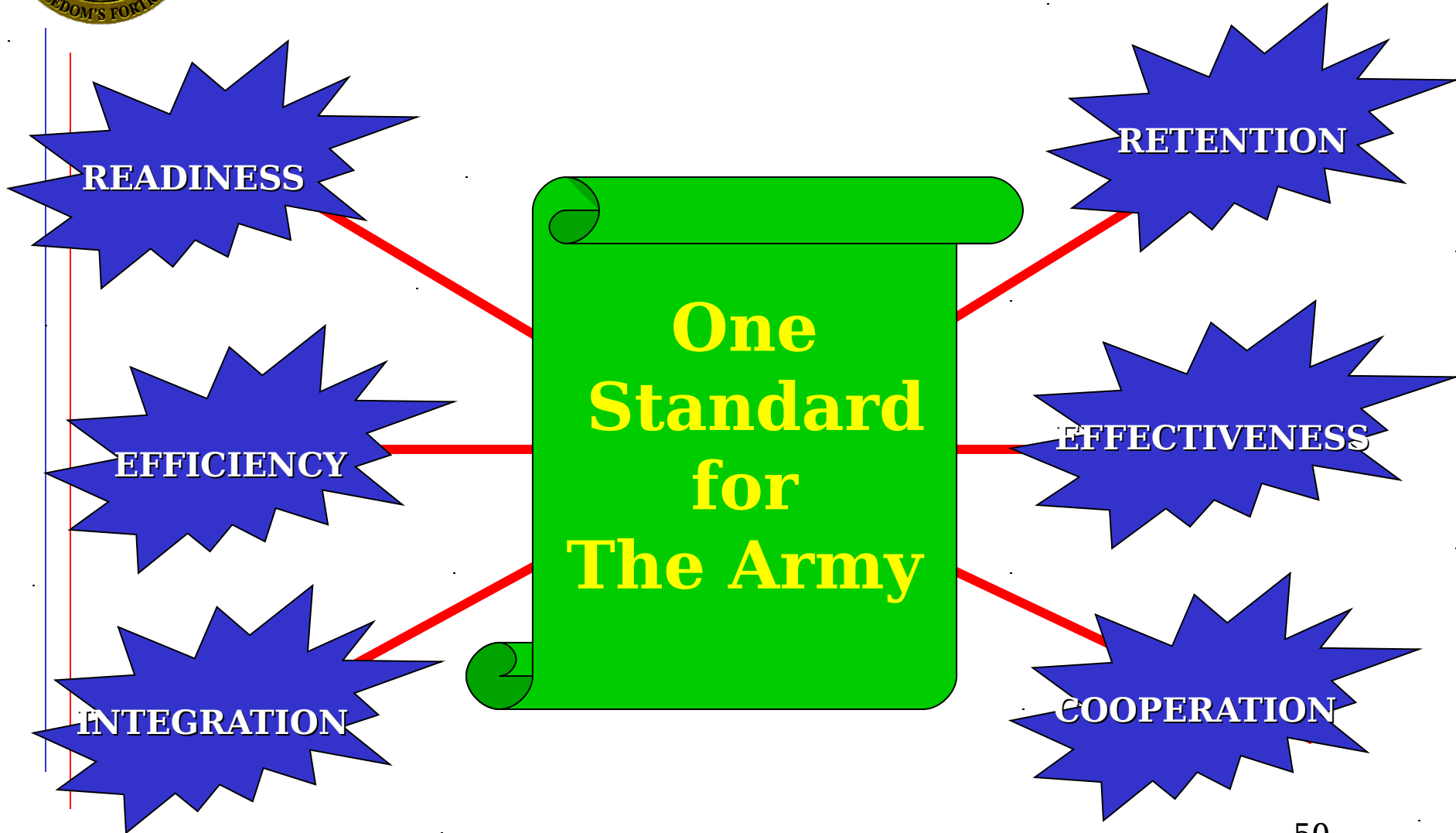
TASS Challenges Ahead

- **Filling classroom seats**

- **Availability of required equipment**

- **Instructor shortages**

- **Cross-component resourcing for support**

- **Integration of distance learning technologies**

What Does TASS Give The Army?_

READINESS

EFFICIENCY

INTEGRATION

One Standard for The Army

RETENTION

EFFECTIVENESS

COOPERATION

TASS Organization

COORDINATION

COMMAND & CONTROL

FUNCTIONAL ALIGNMENT

ARNG 44 BNs

USAR 92 BNs

TRI-COMPONENT

TRADOC

NGB

DCSED

USARC

(4) TIEs

TAG

DIV(IT)

136 Total TASS Bns

26 PROPONENT SCHOOLS

USARC

LDR SHIP

CBT ARMS

PROF DEV BDE

CBT SPT BDE

SVC SPT BDE

HLTH SVC BDE

EN 6

OCS (7)

NCOA (4)

NCOA (3)

IN (7)

AR (7)

AVN (2)

FA (7)

ADA (5)

CAS3 (7)
CGSC (7)
DSS (7)

SC
EN(1)
MP (7)
MI (5)
CM (7)

SO (5)

PS (7)

QM (7)

TC (7)

OD (4)

MED (7)

14 BNS

28 BNs

21 BNs

18 BNs

28 BNs

7 BNs

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Training and Doctrine Command Overview

All soldiers, from private to General, start their Army career in TRADOC. The men and women of TRADOC are committed to the readiness of our Army and our nation. Training soldiers and growing leaders remain our priority.

- GEN John N. Abrams

Where TRADOC Fits into Army...

1 of 15 Major Army Commands

Responsible to the Army for

Training

Doctrine

Combat Development

Command assigned installations and activities

Secretary of the Army

Chief of Staff of the Army

FORSCOM Forces Command

AMC Army Materiel Command

TRADOC Training & Doctrine Command

Other MACOMs

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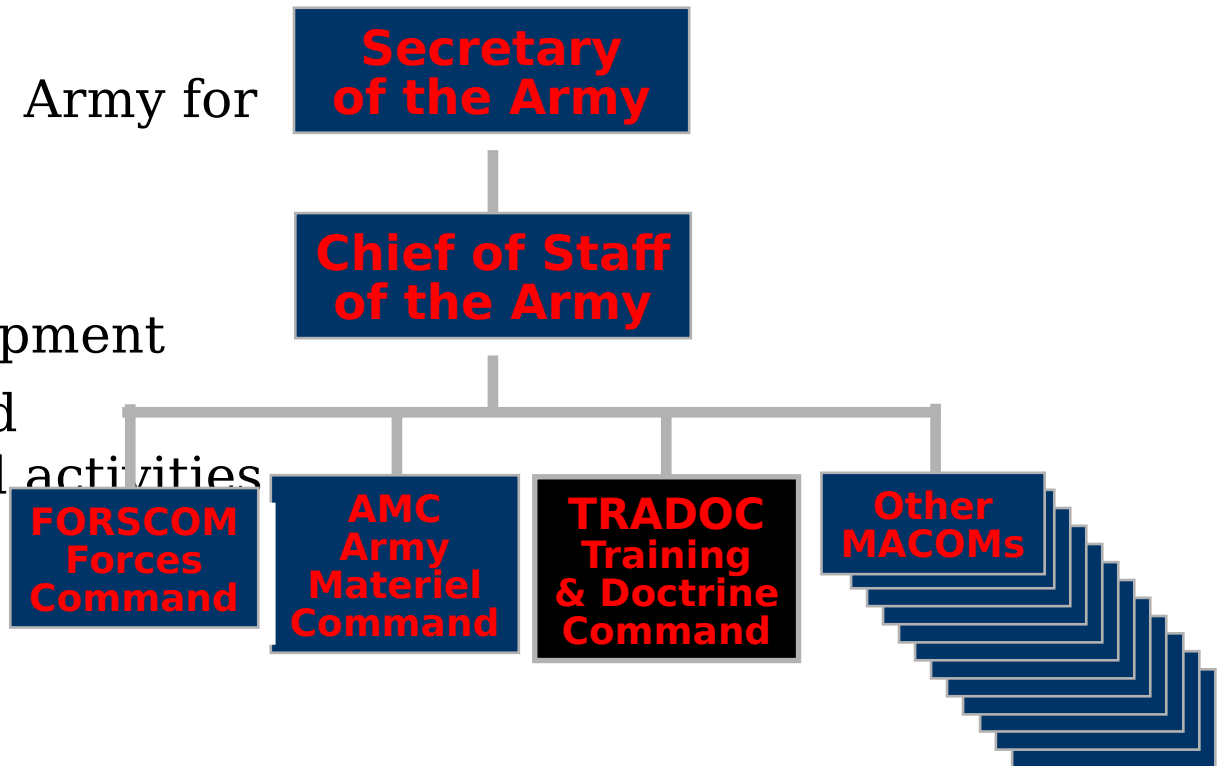
TRADOC MISSIONS

- **TRAIN THE ARMY FOR WAR**
- **SET THE ARMY'S STANDARDS AND REQUIREMENTS**
- **COMMAND ASSIGNED ACTIVITIES AND INSTALLATIONS**
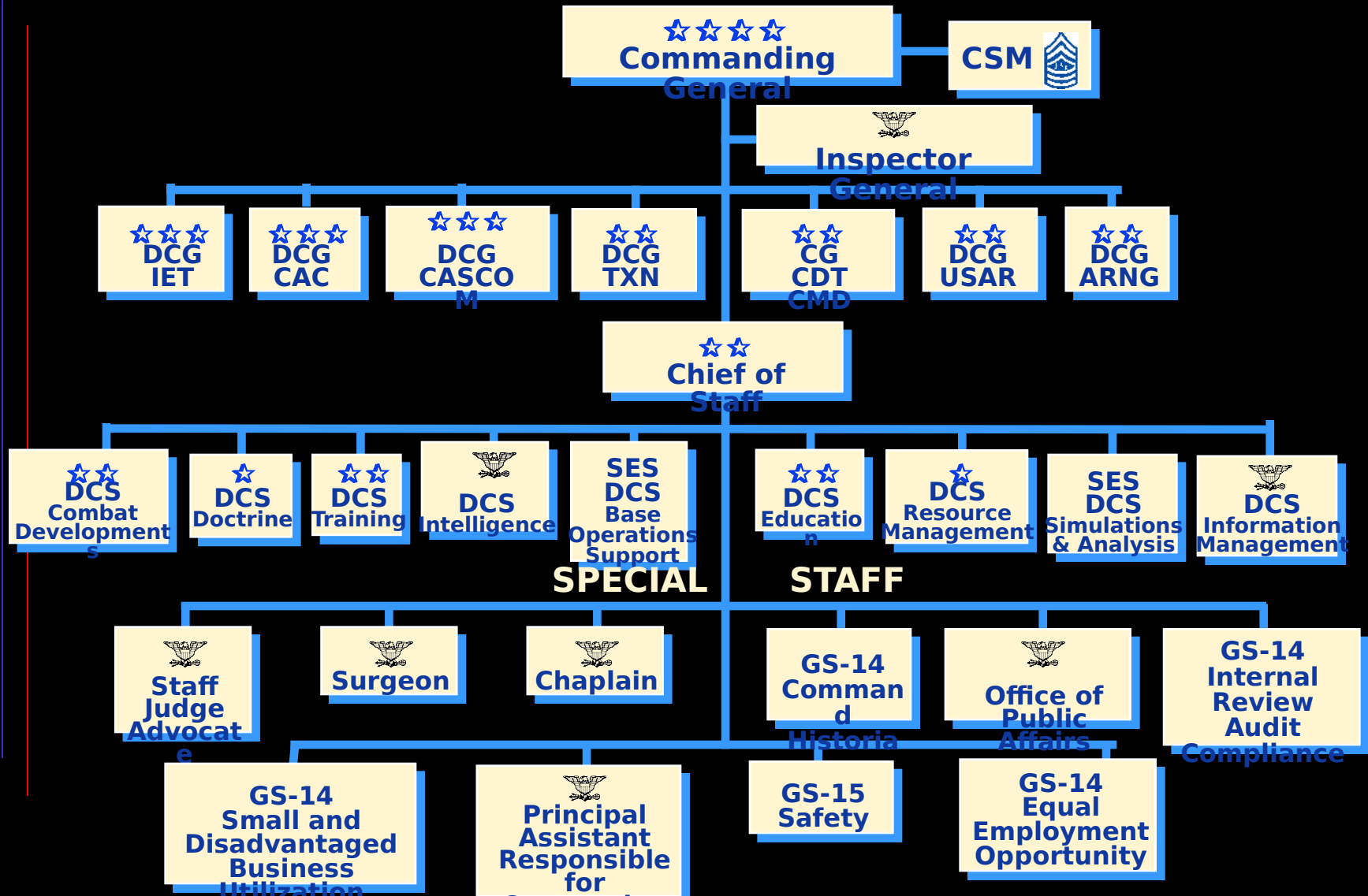
Commanding General

| DCG Army Reserve | DCG Army National Guard | DCG Initial Entry Training | | DCG Transformation | Chief Of Staff |

Combined Arms Command

Combined Arms Support Command

Cadet Command

Headquarters TRADOC

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☆☆☆☆
Commanding General                    CSM

                              Inspector General

☆☆☆          ☆☆☆         ☆☆☆        ☆☆          ☆☆          ☆☆          ☆☆
DCG           DCG         DCG         DCG         CG          DCG         DCG
IET           CAC        CASCOM       TXN       CDT CMD       USAR        ARNG

                                    ☆☆
                              Chief of Staff
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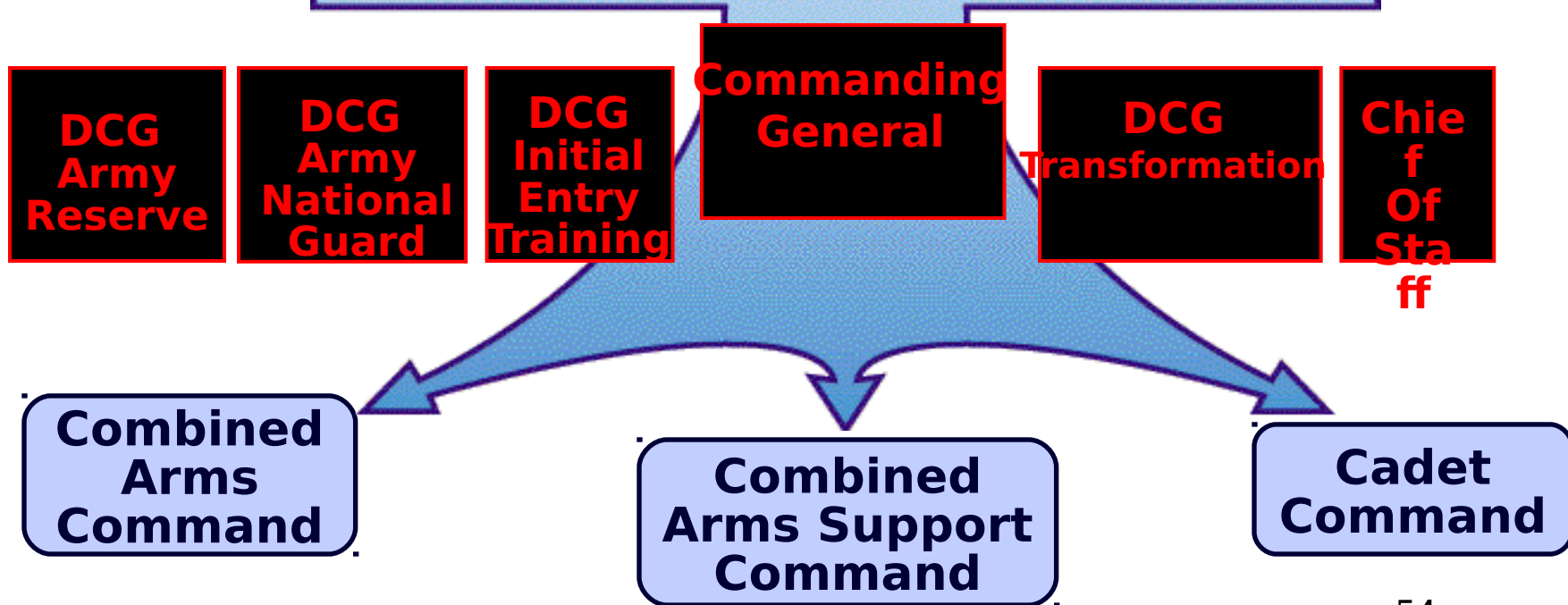
☆☆ DCS Combat Developments	☆ DCS Doctrine	☆☆ DCS Training	DCS Intelligence	SES DCS Base Operations Support	☆☆ DCS Education	☆ DCS Resource Management	SES DCS Simulations & Analysis	DCS Information Management

SPECIAL   STAFF

Staff Judge Advocate	Surgeon	Chaplain	GS-14 Command Historian	Office of Public Affairs	GS-14 Internal Review Audit Compliance

GS-14 Small and Disadvantaged Business Utilization	Principal Assistant Responsible for	GS-15 Safety	GS-14 Equal Employment Opportunity

TRADOC - Scope & Scale

264,512 soldiers trained FY00(AC/USAR/NG)
19,106 soldiers trained from other services
4,877 International Students trained
**27,487 Dept. of Defense/State Civilians**

FOREIGN MILITARY TRAINING
Students from 135 countries
Average 1,205 students daily

Ft. Knox
Carlisle Barracks
Ft L. Wood *
Ordnance Center & School
Presidio of Monterey
Ft Leavenworth CAC
FT SILL *
Missile & Munitions School
FT Eustis *
FT Lee * / CASCOM
NTC
Ft Monroe / CADET CMD
Ft Huachuca
FT BLISS *
Ft Rucker
JRTC
Ft Jackson
FT Gordon *
FT Benning *

15 MAJOR INSTALLATIONS
27 Schools
10,294 Instructors
2 Executive Agencies
**   - DLI   - MEPCOM**
1 Joint Agency - ALSA
67,615 Soldiers and Civilians

FY 01 BUDGET $3.2 BILLION

TRADOC Installations
● TRADOC Activities
✳ FORSCOM PRESENCE

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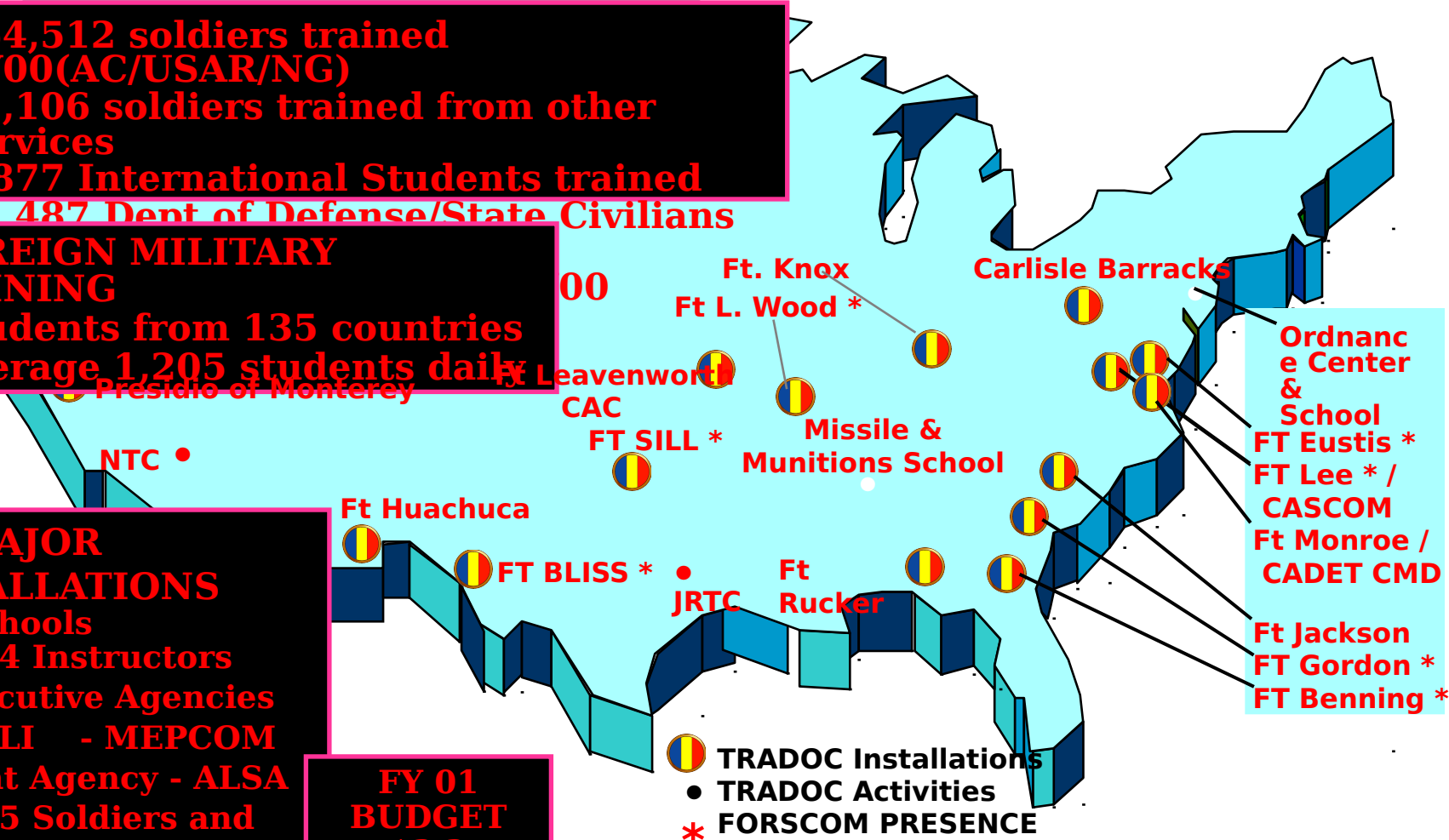
Train the Army for War

Train and maintain the Army by...

Providing an intellectual foundation for operations.

Maintain the edge in training and leader development.

Train a versatile force for a wide array of missions and conditions.

Train on relevant practice fields.

Use a mix of simulations and exercises.

Initial Entry Training

OSUT

OSUT/AIT GRADUATES
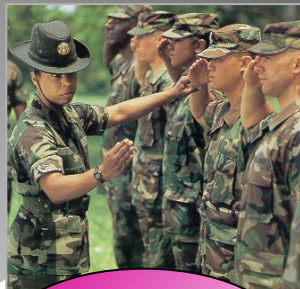**1999 75,482**
000 85,094

CIVILIAN

SOLDIERIZATION

MOS QUALIFIED SOLDIER

AIT

BCT

SELF-DISCIPLINED

MOTIVATED

PHYSICALLY FIT

INDIVIDUAL SKILLS

ARMY DISCIPLINE

ARMY TRADITION & HERITAGE

ARMY VALUES
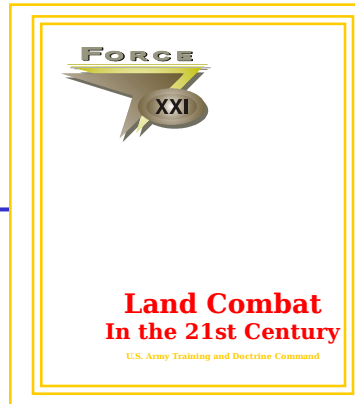
Set the Army's Standards & Requirements

Develop requirements

for future equipment

modernization.

Develop concepts for

future doctrine,

organizations, and

technology.

FORCE XXI

Land Combat
In the 21st Century

U.S. Army Training and Doctrine Command

Bottom Line

**TRADOC
the Army's Key
to Contin
Excel**

*Designing and
training
America's
Army for war
TODAY
and for the
21st*

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TRADOC Title XI Duties/Responsibilities

Within TRADOC, the DCSED has responsibility for TASS and for administrative support of TRADOC's Title XI personnel who support TASS. TRADOC's Title XI personnel will be utilized to assist in training development, accreditation and standardization, and instructor certification within TASS in support of RC training. The use and responsibilities of Title XI personnel will be in concert with congressional language and intent.

TRADOC…

Winning the Nation's Wars

*In no other profession
are the penalties for employing
untrained personnel so appalling or
so irrevocable as in the military*

General MacArthur
Report of the Secretary of War
To the President, 1933

Deputy Chief of Staff for Education Overview

DCSED is the executive agent for the implementation of The Army School System (TASS), and in coordination with the Deputy Chief of Staff for Training (DCST), will develop and publish policy, plans, and programs to meet the Army's individual training needs.
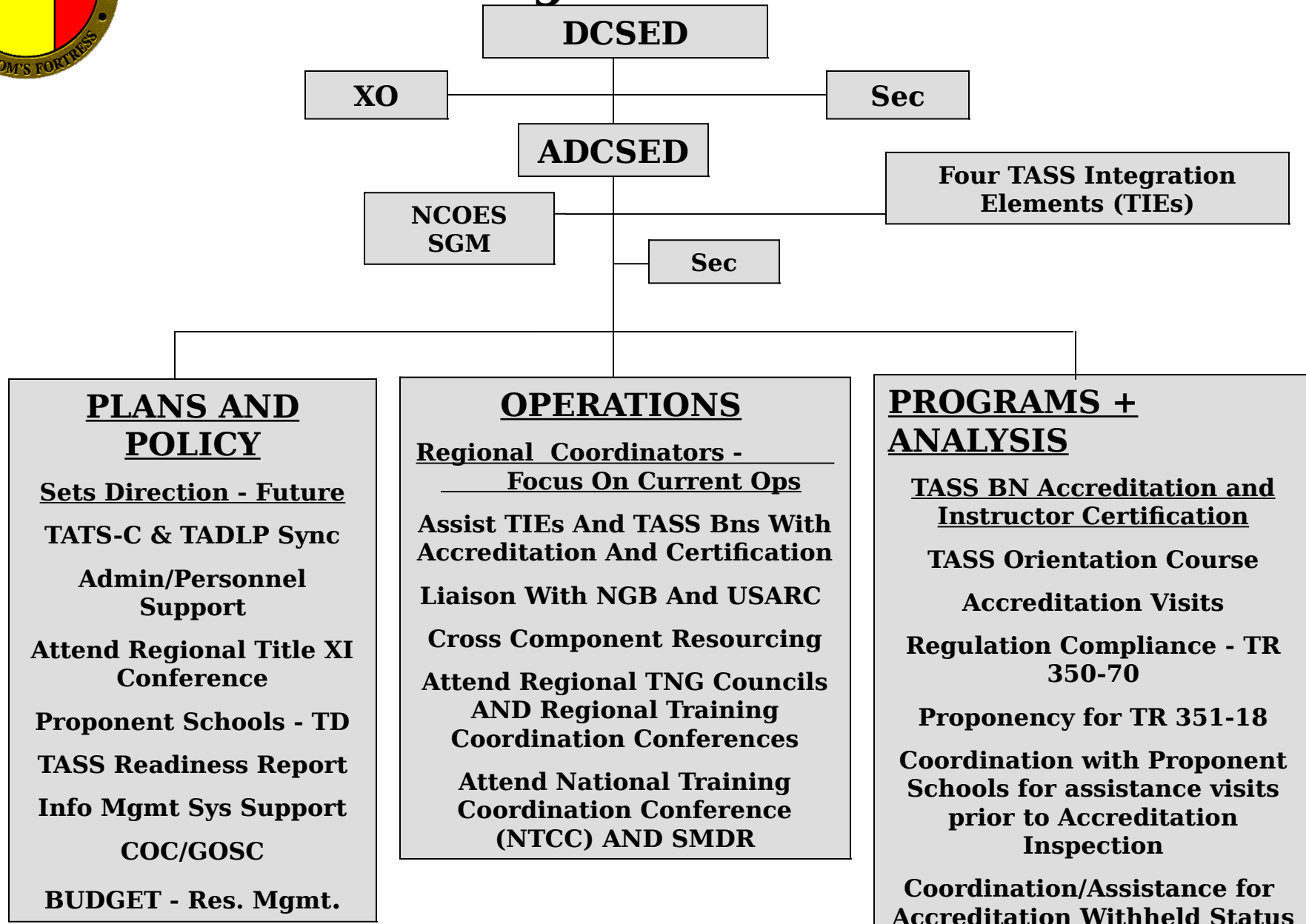
Deputy Chief of Staff for Education

Mission

Assist in preparing the Army for war by enhancing Army readiness by finalizing the successful implementation of The Army School System (TASS) to ensure an efficient, fully-integrated educational system that guarantees soldiers of all components are trained to a single standard
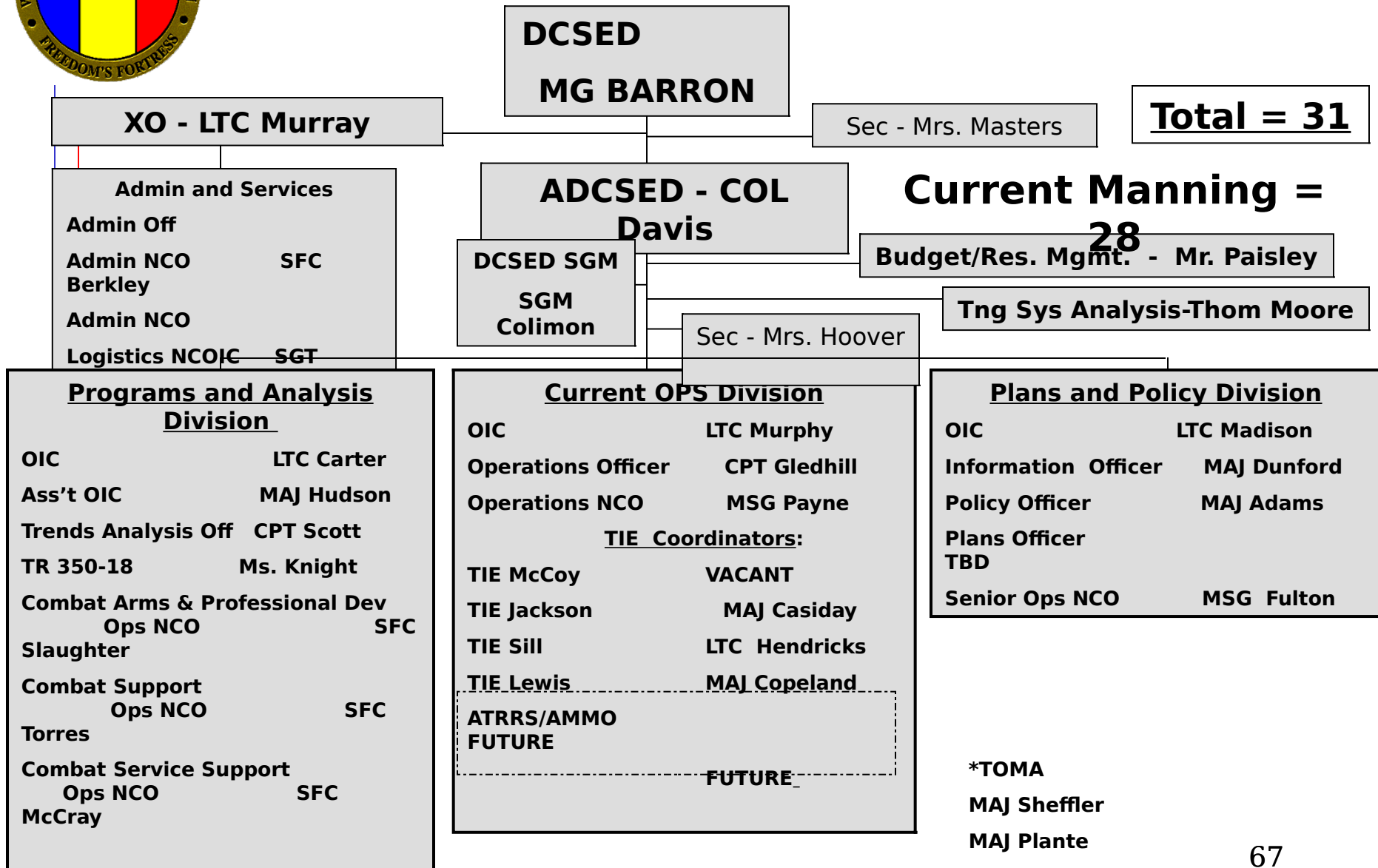
DCSED Organizational Chart

DCSED

XO **Sec**

ADCSED

NCOES SGM

Four TASS Integration Elements (TIEs)

Sec

PLANS AND POLICY

Sets Direction - Future

TATS-C & TADLP Sync

Admin/Personnel Support

Attend Regional Title XI Conference

Proponent Schools - TD

TASS Readiness Report

Info Mgmt Sys Support

COC/GOSC

BUDGET - Res. Mgmt.

OPERATIONS

Regional Coordinators - Focus On Current Ops

Assist TIEs And TASS Bns With Accreditation And Certification

Liaison With NGB And USARC

Cross Component Resourcing

Attend Regional TNG Councils AND Regional Training Coordination Conferences

Attend National Training Coordination Conference (NTCC) AND SMDR

PROGRAMS + ANALYSIS

TASS BN Accreditation and Instructor Certification

TASS Orientation Course

Accreditation Visits

Regulation Compliance - TR 350-70

Proponency for TR 351-18

Coordination with Proponent Schools for assistance visits prior to Accreditation Inspection

Coordination/Assistance for Accreditation Withheld Status

Current as of 1 May 2001

DCSED

MG BARRON

XO - LTC Murray

Sec - Mrs. Masters

Total = 31

ADCSED - COL Davis

Current Manning = 28

Admin and Services

Admin Off

Admin NCO   SFC Berkley

Admin NCO

Logistics NCOIC   SGT

DCSED SGM

SGM Colimon

Sec - Mrs. Hoover

Budget/Res. Mgmt. - Mr. Paisley

Tng Sys Analysis-Thom Moore

Programs and Analysis Division

OIC   LTC Carter

Ass't OIC   MAJ Hudson

Trends Analysis Off   CPT Scott

TR 350-18   Ms. Knight

Combat Arms & Professional Dev
     Ops NCO   SFC Slaughter

Combat Support
     Ops NCO   SFC Torres

Combat Service Support
   Ops NCO   SFC McCray

Current OPS Division

OIC   LTC Murphy

Operations Officer   CPT Gledhill

Operations NCO   MSG Payne

TIE Coordinators:

TIE McCoy   VACANT

TIE Jackson   MAJ Casiday

TIE Sill   LTC Hendricks

TIE Lewis   MAJ Copeland

ATRRS/AMMO
FUTURE

FUTURE

Plans and Policy Division

OIC   LTC Madison

Information Officer   MAJ Dunford

Policy Officer   MAJ Adams

Plans Officer
TBD

Senior Ops NCO   MSG Fulton

*TOMA

MAJ Sheffler

MAJ Plante

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DCSED Title XI Responsibilities

- **Address quality assurance and accreditation issues within the capability of the DCSED and forward other issues to proponent authority.**

- **Coordinate issue resolution with other commands.**

- **Utilize ATRRS as a management tool to facilitate effective training and resolve training problems.**

- **Serve as a liaison between TRADOC and the TIE.**

- **Provide program and budget input for Title XI training programs, and Army training quality assurance programs.**

TASS Integration Elements Overview

The Army School System is geographically divided into regions to promote coordination, resource management, and standards. The TIE is the TRADOC office in the continental United States (CONUS) sub-geographical region, subordinate to the DCSED.

4 TASS Integration Elements w/7 Regions

E
A
G
B
D
F
C

TIE Lewis

TIE McCoy

USAREUR

Ft Monroe

TIE Jackson

TIE Sill

USARPAC

HI/GM

PR/VI

■ *DCSED*

◆ *TIE*

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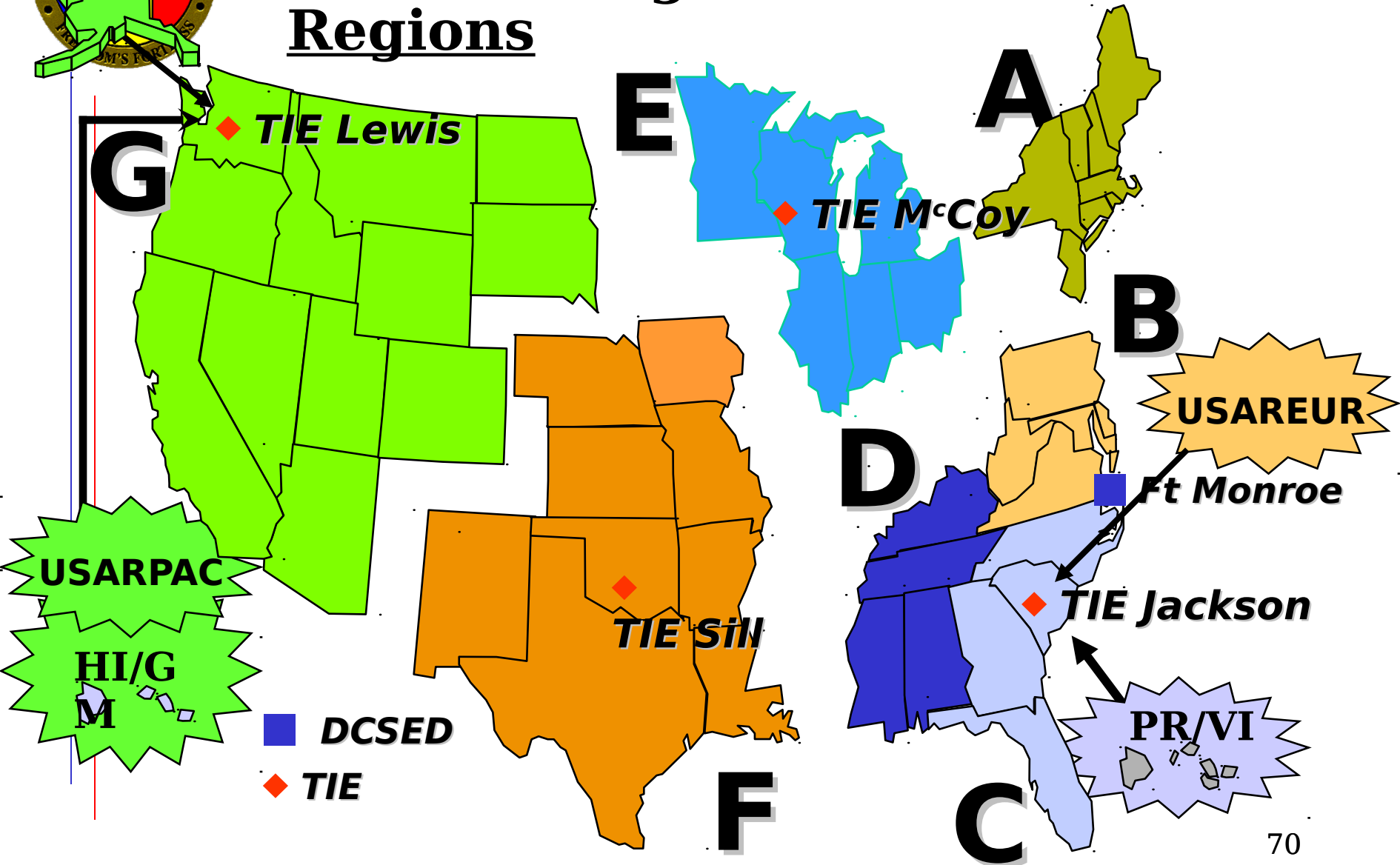
TASS Integration Element (TIE) Mission

- **Coordinates implementation of TASS**

- **Facilitates AC/ARNG/USAR integration**

- **Manages TRADOC resources**

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- **Assists standardization of training**

TASS Integration Element (TIE) Functions

- **Facilitate TASS training support requests**

- **Multi-component organization headed by a COL**

- **Coordinate corrective action on accreditation issues**

- **Keep DCSED aware of training program execution**

- **Monitor waiver requests to assist with problem resolution**

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TIE Structure

Typical Personnel

Active G/R - 6

Title XI - 13

Total = 19

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                        ┌─────────────────┐
                        │  TIE Director   │
                        │      COL        │
                        └────────┬────────┘
          ┌──────────────────────┼──────────────────────┐
┌─────────────────┐    ┌─────────────────┐    ┌─────────────────┐
│  Deputy Dir     │    │  Deputy Dir     │    │      SGM        │
│ Eval & Standards│    │   Operations    │    │                 │
│      LTC        │    │      LTC        │    │                 │
└────────┬────────┘    └────────┬────────┘    └─────────────────┘
         │              ┌────────┴────────┐
┌─────────────────┐  ┌─────────────────┐ ┌─────────────────┐
│ Eval & Standards│  │   Operations    │ │Operations Support│
│      MAJ        │  │      MAJ        │ │      MAJ        │
│    MSG (3)      │  │      MSG        │ │      MSG        │
│                 │  │  SFC, SSG (2)   │ │  SFC, SSG (3)   │
└─────────────────┘  └─────────────────┘ └─────────────────┘
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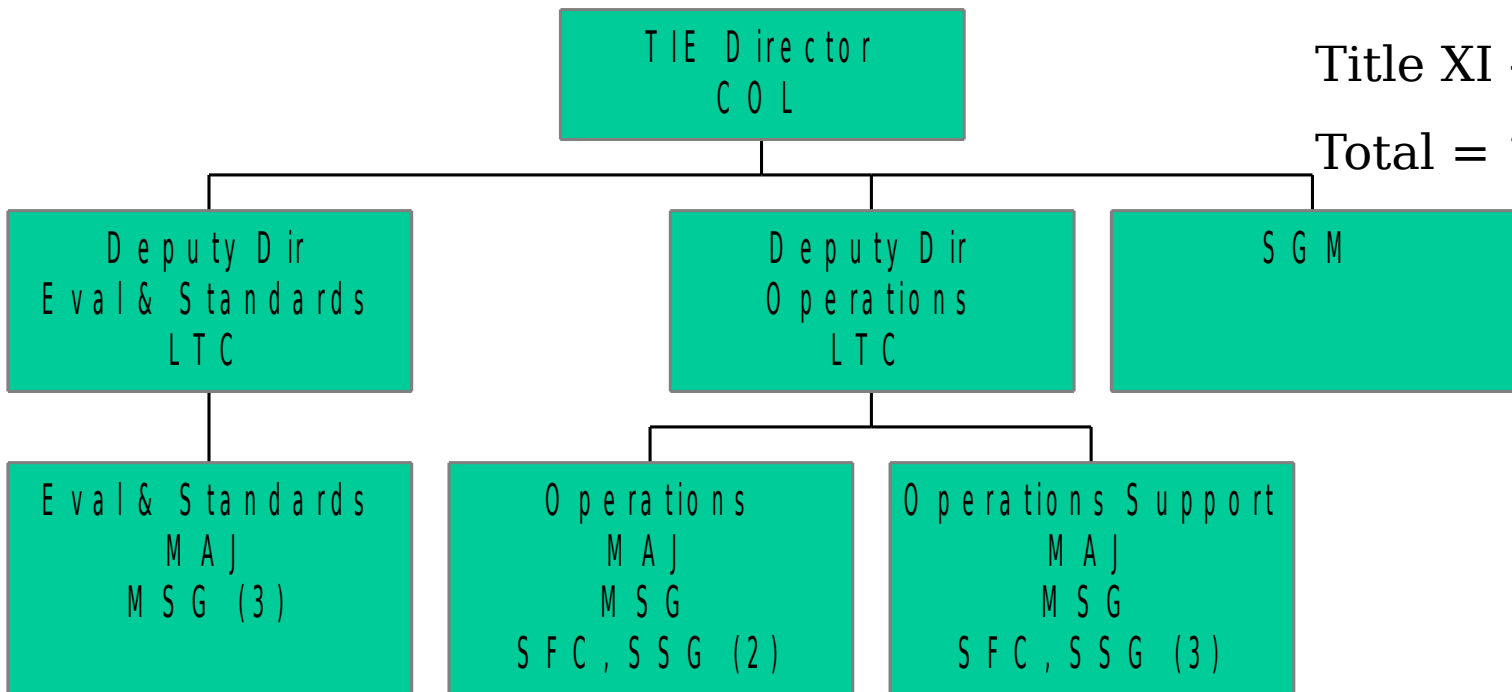
Army National Guard Overview

- **Oldest military force in the United States, 1636**

- **A component of the Army on June 15, 1933**

- **National duty to provide combat-ready troops**

- **State obligation to defend and protect states in the U.S**

- **Riot control, aid during natural disasters, community services**

  http://www.il-arng.ngb.army.mil/army

National Guard Bureau

- **The NGB is the federal coordination, administration, policy and logistical center for the Army and Air National Guard.**

- **The NGB is the legal channel of communication between Departments of the Army and Air Force and the National Guard of the States and Territories.**

- **The NGB is not a Command and Control Headquarters.**

http://www..ngb.dtic.mil/

State Adjutants General (TAG)

- **Command responsibility for the Army National Guard (ARNG) units is vested in the state and territorial governors who execute their responsibilities through TAGs.**

- **Provide command and control of the ARNG TASS activities within their state/territory**

United States Army Reserves Overview

- **Active Army Federal Reserve Force**

- **Combat support and combat service support focus**

- **Army's main source of transportation/medical/logistical units**

- **Trained to augment headquarters staffs and fill vacancies in units**

  http://www.usarc.army.mil/

http://www.army.mil/usar

U.S. Army Reserve Command Overview

- **A major subordinate command of U.S. Army Forces Command**

- **Operational HQ, responsible for implementing OCAR policy, plans, and programs**

- **Commands, controls, and supports all Army Reserve troop units in the continental United States with the exception of Psychological Operations and Civil Affairs units.**

- **Ensures the readiness of its forces and prepares the nearly 1,700 units under its command to mobilize and deploy to a wartime theater of operations.**

USAR Division (Institutional Training) DIV (IT)

- **Provides command and control of USAR TASS elements within their areas of responsibility**

- **A total of seven TASS regions. Each region has a DIV (IT) responsible for managing the USAR portion of the training mission**

- **Missioned to teach reclassification training for CS, CSS, medical MOS, CCC and CGSOC**

- **Additionally responsibilities include IET and Reserve Officer Training Course (ROTC) basic and advanced camp support**

Proponent Schools Mission

   The TRADOC school designated by the CG, TRADOC or other appropriate MACOM as training/TD (task) proponent to exercise management of all combat/training development aspects of a materiel system, functional are, or task. It analyzes, designs, develops, implements, and evaluate training/training products for proponency area.

Regulatory Guidance

- **TR 350-18 – The Army School System**
- **TR 350-70 - Systems Approach to Training Management, Processes, and Products**
- **TR 351-10 - Institutional Leader Training and Education**
- **AR 611-5 – Army Personnel Selection and Classification Testing**
- **DA PAM 611-21 - Military Occupational Classification and Structure**
- **AR 350-1 – Army Training**

TR 350-18 Overview

This regulation establishes peacetime policy, guidance and procedures for operation, administration, training support, and conduct of an effective and efficient TASS of fully accredited and integrated Active Component (AC)/Army National Guard (ARNG)/U.S. Army Reserve (USAR) schools that provide standard institutional training and education for the Army.

TR 350-18, The Army School System (TASS)

- Prescribes TASS accreditation policy and guidance.

- Ensure students in Army schools are learning the right tasks—

  - To the appropriate standards.

  - From qualified instructors and mentors.

  - With all the necessary equipment, supplies, and facilities.

  - In an atmosphere conducive to learning and supportive of an appropriate standard of military life.

TR 350-18, The Army School System (TASS)

6 Chapters

1. Introduction
2. Responsibilities
3. Administration Training
4. ARNG Policy
5. USAR Responsibilities

TR 350-18, The Army School System (TASS)

7 Appendixes

1. References

2. Accreditation Checklist

3. Sample Accrd Checklist

4. Sample Final Accrd Report

5. Completion Instructions for TRADOC Form 350-18-R-E;

6. Map of Geographic Regions;

7. Title XI Fielding Status

8. Unit Pre-Execution Checklist

TR 350-18, The Army School System (TASS)

Chapters

- 3 Administration
- 4 Training

Appendix

- B. Accreditation Checklist

- H. Unit Pre-Execution Checklist

TR 350-18, The Army School System (TASS)

CHAPTER 3. Administration

3-44. Accreditation

(1) Commander, TRADOC

(2) Deputy Chief of Staff for Education (DCSED)

(3) TASS Integration Elements (TIEs)

(4) Commanders/commandants/training proponents and other designated proponents

Appendix

B.Accreditation Checklist

TR 350-18, The Army School System (TASS)

CHAPTER 3. Administration

3-44. Accreditation
- Assistance and accreditation authority and responsibilities.
- Commander, TRADOC, delegates accreditation and assistance authority to proponent school commandants for the TASS training battalions with which they are functionally aligned.

TASS Accreditation Program Overview

TRADOC REG 350-18 provides specific policy and guidance for the conduct of accreditation of TASS institutions. Accreditation is a functional area of TRADOC Evaluation and Quality Assurance Program. Evaluation and Quality Assurance Program policy is defined in TRADOC REG 350-70, chapter III-1, to include broad, general accreditation policy and guidance

TASS Accreditation Program (cont)

TR REG 350-70, Chapter III-1, describes the TRADOC Evaluations and Quality Assurance Program and establishes roles, responsibilities, and requirements. The Training Development Analysis Activity (TDAA), ODCST, serves as the Program Manager (PM) for the entire TRADOC Evaluation and QA Program, representing the DCST and CG, TRADOC. The Deputy Chief of Staff for Education (DCSED) is the proponent for the accreditation functional area.

ACCREDITATION CHECKLIST

TASS REGION:_____   SCHOOL CODE:_____

NAME OF SCHOOL EVALUATED:_____RESULT:_____(ACCREDIT, NON ACCREDIT, ETC.)
TRAINING SITE:_____   DATE:_____

EVALUATOR : _____PHONE:_____

GO NO GO

N/A CRITICAL
1.   All shortcomings from the previous accreditation Evaluation have been corrected.

_____ _____
References:YES
a. MOSQ: Previous accreditation report.
b. NCOES: previous accreditation report and TRADOC REG 351-10, para 2-15.
c. OES: Previous accreditation report.
d. DSSC: Previous accreditation report.
e. WOES:

Notes:
- The school must justify any failure to correct shortcomings identified in a previous accreditation evaluation, in
writing, to the accreditation team chief before the start of the evaluation.
- Previous shortcomings found not corrected, and not justified in writing prior to the start of the evaluation,   will be   cause for a NO- GO.
- This item must also be checked at training sites where previous shortcomings were recorded.

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ACCREDITATION CHECKLIST(CONT)

2. School is adequately staffed to support instructor requirements, IAW POI,

___ ___ ___
and resourced to support training and provide for the health, welfare, and quality of life of soldiers, IAW approved TDA.

References:
a.   MOSQ: TRADOC REG 351-18, para 3-5c(1),(2), AR 350-1 (when published), POI (instructor student ratio);
local policy or directives.
b.   NCOES AR 350-1 (when published),;TRADOC REG 351-10, paras 2-7d(2) and 5-11; POI (instructor/student ratio); local policy or directives.
c.   OES: TRADOC REG 351-18, para 3-5c(1),(2) AR 350-1 (when published), POI (instructor/student ratio); local policy or directives.
d. DSSC: AR 350-1 (when published), POI (instructor/student ratio); local policy or directives.
e. WOES:
f.   SGL/Student ratios, TRADOC REG 351-10, para 2-13c.

Notes:
- School commandants and school battalion commanders will staff their schools with sufficient instructor administrative, operations, and supply personnel to accomplish the mission.
- Check TDA for spaces or other coordination for cooks, medics, etc., as necessary.
- Support activities (in/out-processing, mailroom, operations, tasking, scheduling, equipment

 maintenance, dining facility, finance, supply, etc.) must be responsive to the needs of the school
 and must adequately support the training mission and the health and welfare of soldiers.
- This item must also be checked at training sites where local policy affects requirements.

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ACCREDITATION CHECKLIST(CONT)

3. All instructors meet instructor qualifications and evidence of proponent technical
____ ____ ____ <u>YES</u>

have certification requirements.

References:
a. MOSQ: TRADOC REG 350-70; TRADOC REG 351-18, paras 2-17c, 3-7; 4-4, 4-5f, and 4-6 and course qualification and certification requirements in appropriate CMP.
b. NCOES: TRADOC REG 350-70; TRADOC REG 351-10, paras 2-14a, (1), (2), (3), and 2-14b, TRADOC REG 351-18, paras 2-17c, 4-4, 4-5f, and 4-6; Policy Letter, ATTG-CD, subject: Policy for Certifying Instructors, 20 Nov 95, and course qualification and certification requirements in appropriate CMP.
c. OES: TRADOC REG 350-70; TRADOC REG 351-18, para 2-17c, 4-4, 4-5f, and 4-6; Policy Letter, ATTG-CD, subject: Policy for Certifying Instructors, 20 Nov 95; and course qualification and certification requirements in appropriate CMP.
a.   DSSC: TRADOC REG 350-16, chapter 7; course qualification and certification requirements in
appropriate CMP, and TRADOC REG 350-70.;
e. Instructor grade: TRADOC REG351-10, para 2-14b.

ACCREDITATION CHECKLIST(CONT)

4. School conducts an internal instructor evaluation program.   ____ _____ _____

References:
a. MOSQ: TRADOC REG 350-70 and TRADOC REG 351-18, para 2-17f, 2-17g.
e. NCOES: TRADOC REG 350-70, TRADOC REG 351-10, para 2-14a, (4), (5);and TRADOC REG 351
18, para 2-17f, 2-17g.
c. OES: TRADOC REG 350-70 and TRADOC REG 351-18, para 2-17f, 2-17g.
d. DSSC: TRADOC REG 350-16, para 3-7, TRADOC REG 350-70, and TRADOC REG 351-18, para 2-17f, 2-17g.
Notes:
- Instructor evaluations must be on file and available to evaluators.
- Evaluate records from each type of course the school teaches (e.g., MOSQ, NCOES, and OES).
-Standards and requirements for instructor evaluation program will be IAW POI/CMP, and the instructor certification
  program .

ACCREDITATION CHECKLIST(CONT)

5. Students meet course prerequisites.   ____ ____ ____   YES

 References:
a. MOSQ: AR 600-9; DA PAM 611-21; TRADOC REG 351-18, paras 3-5a & 3-25, TRADOC REG 350-70 and appropriate POI/CMP.
b. NCOES: AR 350-1 (when published),; AR 600-9; TRADOC REG350-70; DA Message, dated 081650z Mar 95, Subject: APFT and Height/Weight Requirements; and Chief of Staff Message, dated 201500z Jun 96, Subject: Proposed Change to Current APFT and HT/WT Standards in Professional Development Schools; TRADOC REG 351-10, paras 2-7b, 5-3, and 5-5; and TRADOC REG 351-18, paras 3-5a & 3-25; and POI/CMP TRADOC REG 350-70; and NGR 600-200, para 11-29, 11-30, and 11-31
c. OES: AR 600-9; AR 350-41, para 9-8b; AR 350-1 (when published), TRADOC REG 351-18, paras 3-5a & 3-25; TRADOC REG 351-10, para 2-6; TRADOC REG 350-70; and POI/CMP.
d. DSSC: AR 350-41, para 9-8b, AR 614-200, para 8-17; TRADOC REG 350-16, para 2-1; TRADOC REG 350-70; and POI/CMP.

Notes:
- The AATAS is a valid substitute for IDT orders.
- Enrollment of a soldier who does not meet prerequisites will constitute a NO GO.
- School collects pre-execution checklist and verifies all entries are completed, and any required attachments are present.
- Students with profiles must be screened by the school battalion to ensure compliance with references.
- Check the in-processing roster to identify students with profiles.
- Check the record of every student on site with a profile; every record must meet the standards.
- Check in-processing weigh-in roster to identify soldiers who are overweight. At in-processing,

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ACCREDITATION CHECKLIST(CONT)

6. Students who fail to maintain body composition standards are processed ____ ____ ____ IAW references.

References:
a. MOSQ: AR 600-9, para 1-20a, c & d (interim change 1); and TRADOC REG 351-18, para 3-24b.
b. NCOES: AR 600-9, para 20a, c & d (interim change 1); AR 350-41, para 9-8b; AR 350-1 (when published), ; TRADOC REG 351-18, para 3-24a.
c. OES: AR 600-9, para 20a, c & d (interim change 1); AR 350-41, para 9-8b; AR 350-1 (when published),
TRADOC REG 351-18, para 3-23a.
d. DSSC: AR 600-9, para 20a, c & d (interim change 1); AR 350-41, para 9-8b; AR 350-1 (when published),;   TRADOC REG 351-18, para 3-23.

Notes:
- Check records of all soldiers identified as overweight. Students identified as overweight after enrollment
** must be processed IAW AR 600-9.**
- Check an additional 10 percent of student records at random.

ACCREDITATION CHECKLIST(CONT)

7. Student records contain required documentation.

‾‾‾‾ ‾‾‾‾ ‾‾‾‾
 (MARKS FN 351a)

References:
a. MOSQ: AR 25-400-2, table B-60, category 351, and table 3-1; AR 611-5, para 2-1e; FM 21-20, chapter 14; and TRADOC REG 351-18, para 3-28b.
b. NCOES: AR 25-400-2, Table B-60, category 351, and Table 3-1, AR 611-5, para 2-1e; AR 350-1 (when published), TRADOC REG 351-10, para 2-8, and TRADOC REG 351-18, para 3-28b
c. OES: AR 25-400-2, para B-60, category 351, and Table 3-1; AR 611-5, para 2-1e; TRADOC REG 351-18, para 3-28b, and TRADOC REG 351-10, para 2-8.
d. DSSC: AR 25-400-2, para B-60, category 351, and Table 3-1; AR 611-5, para 2-1e; TRADOC REG 351-10, para 2-8, TRADOC REG 351-18, para 3-28b, FM 21-20, chapter 14, and DSSC CMP, chapter 2.

Notes:
- As a minimum, check 10 records or 10 percent of records, whichever is greater. (Check records from each type of course the school teaches, i.e., MOSQ, NCOES, OES).
- 90% of checked records must be complete.
- Required documentation includes, but is not limited to test results, counseling records, APFT (not required for MOSQ Reclassification), physical profiles, MRB results, weight control taping results, and AER..

ACCREDITATION CHECKLIST(CONT)

8. Students released from courses are processed IAW ____ ____ ____   YES

References:
a. MOSQ: AR 623-1, para 1-13; AR 350-1 (when published), and TRADOC REG351-18, paras 3-28d, 3-30, 3-32 and 3-33.
b. NCOES: AR 623-1, para 1-13; AR 350-1 (when published), TRADOC REG 351-10, para 2-11; and TRADOC REG 351-18, paras 3-28d, 3-30, 3-32, and 3-33.
c. OES: N/A.
d. DSSC: AR 623-1, para 1-13; AR 614-200, chap 8; TRADOC REG 350-16, para 2-4; and TRADOC REG351-10, para 2-11.

Notes:
- Evaluate records of all dismissals within past year.
- Evaluator will ensure soldiers who are released from a course receive the proper notification and
** referred to an AER that shows reason for being released.**
- If the soldier is not available in a Reserve Component school, the school must send all requirements by certified mail, return receipt requested, to the student's home address. The school must file the record of correspondence and the student's reply (if any), with the student's record.

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ACCREDITATION CHECKLIST(CONT)

9. School prepares, distributes AERs and DA Form 5286-R IAW references.

____ ____ ____

References:
a. MOSQ: AR 623-1, para 1-13 and 1-14, and para 2-2, 2-5 & 2-7 ; TRADOC REG 351-18, para 3-26, 29; 3-30, and POI/CMP.
b. NCOES: AR 623-1, para 1-13 and 1-14 & chap 2 and para 2-2, 2-5 and 2-7; AR 351-1, TRADOC REG 351-18, para 3-29, 3-30; and POI/CMP.
c. OES: N/A.
d. DSSC: AR 623-1, para 1-13 and 1-14, para 2-2, 2-5 & 2-7; and DSSC POI, chapter 1.

Notes:
- Check a minimum of 10 AERs or 10 percent of available reports, whichever is greater. Evaluate records
** from each type   of course the school teaches (e.g., MOSQ, NCOES, OES).**
- All records must meet the standards.
- Ensure height and weight data are annotated.
- This item is not applicable to RC CGSOC or RC CCC.
- All adverse AERs must be referred to the student for acknowledgment and comment.
- Check to see if the school has a procedure to ensure proper distribution of AERs.
- All adverse AERs must be forwarded to the student with referral memorandum and student
**   acknowledgment..**
- This item is not applicable to RC CGSOC or RC CCC.

ACCREDITATION CHECKLIST(CONT)

10. School has a system or SOP to ensure that student guides are sent to incoming students. ____ ____ ____

 References:
a. MOSQ: TRADOC REG 351-18, para 3-2.
b. NCOES: TRADOC REG 351-10, para 2-4; and TRADOC REG 351-18, para 3-2.
c. OES: NA.
d. DSSC: TRADOC REG 351-10, para 2-4

11. School follows test control procedures.   ____ ____ ____ YES

References:
MOSQ: AR 611-5, chapter 2; TRADOC REG 351-18, para 3-9e(3)(c), 3-11, and TRADOC REG 350-70, chapter VI-7, para VI-7-7-2(d)(3).
NCOES: AR 611-5, chapter 2 TRADOC REG 351-18, para 3-9e(3)(c), 3-11, TRADOC REG 351-10, para 2-9, POI/CMP, and TRADOC REG 350-70, chapter VI-7, para VI-7-7-2(d)(3).
OES: AR 611-5, chapter 2; TRADOC REG 351-18, para 3-9e(3)(c), 3-11, TRADOC REG 351-10, para 2-9, and TRADOC REG 350-70, chapter VI-7, para VI-7-7-2(d)(3).
 DSSC: AR 611-5, chapter 2; TRADOC REG 351-10, para 2-9; and DSSC CMP, chapter 1.

Notes:
- This item must also be checked at training sites where tests are handled, stored, administered, or scored.
- School Test Control SOP must be IAW AR 611-5, chapter 2, and Appendix I in this regulation.
- Evidence of failing to control test material will be cause for a NO GO.
- All exams must be developed by the proponent.

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ACCREDITATION CHECKLIST(CONT)

**12. School has, and complies with, Equal Opportunity/ Sexual Harassment Policy.
_____ ___ _____ YES**

References:
a. MOSQ: AR 600-20.
b. NCOES: AR 600-20.
c. OES: AR 600-20.
d. DSSC: AR 600-20.

Notes:
- School must have SOP or policy memoranda available to students and staff (i.e., posted on bulletin board). School must have a trained EO representative. Proof of completion of course must be on hand for inspection purposes.
- This item must also be checked at training sites where the policy must be enforced and must be posted.

**13. School complies with data entry requirements to ATRRS.   _____
_____ _____**

References: AR 350-10, para 2-9; and Memorandum, HQDA, ODCSOPS, DAMO-TR, 1 Feb 93, SUBJECT: Individual Training Management -- RCs in ATRRS, and TRADOC REG 351-18, para 3-18 and 3-28..

Note:
Commanders post current student orientation information to the SH screen in ATRRS

ACCREDITATION CHECKLIST(CONT)

14. School forecasts and requests ranges and training areas.
____ ____ ____ YES

References:
a. MOSQ: TRADOC REG350-70, Training Course Design, POI/TSP/Lesson Plan.
b. NCOES: TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
c. OES: TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan
d. DSSC: TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.

Notes:
- This item is not applicable to RC CGSOC or RC CCC.

Mandatory comment: If the school has followed scheduling procedures for requesting ranges and training areas but does not receive adequate priority to ensure availability of training areas and ranges in support of POI requirements, evaluator will write full details of the training impact to include dates, times, training area/range, course, and class. Also include this information in the executive summary. Note as Higher Headquarters Issues.

15. School forecasts and requests required equipment.
____ ____ ____ YES

References:
a. MOSQ: TRADOC REG 351-18, para 2-17k; TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
b. NCOES: TRADOC REG 351-18, para 2-17k; TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
c. OES: TRADOC REG 351-18, para 2-17k; TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
d. DSSC: TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.

ACCREDITATION CHECKLIST(CONT)

16. School forecasts and orders prescribed types and amounts of ammunition.
  ____ ____ ____ YES

References:
a. MOSQ: AR 5-13, TRADOC REG 350-8, POI Ammunition Annex, ARPRINT Course Requirements, , TRADOC REG350-70, Training Course Design, POI/TSP/Lesson Plan.
b. NCOES: AR 5-13, TRADOC REG 350-8, POI Ammunition Annex, ARPRINT Course Requirements, , TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
c. OES: AR 5-13, TRADOC REG 350-8, POI Ammunition Annex, ARPRINT Course Requirements, TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
d. DSSC: TRADOC REG 350-8, POI Ammunition Annex, ARPRINT Course Requirements, TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
AR 5-13, TRADOC REG 350-8.

Notes:

Mandatory comment: If the school has followed prescribed procedures for identifying required amounts of ammunition, but is not receiving the amount required by the POI/TSP, evaluator will write details of the training impact (to include dates, times, course, and class). Note as a Higher Headquarters Issue.

ACCREDITATION CHECKLIST(CONT)

17. School forecasts and requests prescribed training aids.
____ ____ ____ YES

References:
a. MOSQ: TRADOC 351-18, para 3-9b; TRADOC REG350-70, Training Course Design, POI/TSP/Lesson Plan.
b. NCOES: TRADOC REG351-18, para 3-9b(1); TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
c. OES: TRADOC REG351-18, para 3-9b(1) TRADOC REG350-70, Training Course Design, POI/TSP/Lesson Plan.
d. DSSC: POI/TSP.

Notes:
- All training aids listed in the POI must be available and serviceable.
- Coordinate with evaluators looking at conduct of training to see if they have found any deficiencies.

Mandatory comment: If this item is a NO GO, evaluator will write what equipment is missing, in what course, class, classroom, and on what date. If the school requested/tasked for the equipment IAW local procedures, the evaluator will attach a copy of the request/tasking and will reference the SOP/policy directive/regulation which prescribes procedures for requesting the required equipment. If the school followed all the correct procedures, and failure to obtain equipment rests with an agency not within the control of the school commandant or school battalion commander, the evaluator will include an appropriate comment in the executive summary. Note as a Higher Headquarters Issue.

ACCREDITATION CHECKLIST(CONT)

18. School forecasts and orders required training support materials and references.
___ ____ ____ YES

References:
a. MOSQ: TRADOC REG351-18, para 3-9, TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
b. NCOES: TRADOC REG 351-18, para 3-9, TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
c. OES: TRADOC REG 351-18, para 3-9, TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.
d. DSSC: TRADOC REG 350-70, Training Course Design, POI/TSP/Lesson Plan.

Notes:
- The school must have forecast and ordered all POI-required training support materials and references.
- One or more instances of POI-required support materials not forecast or ordered will constitute a NO GO.
- Coordinate with evaluators looking at the conduct of training section of the checklist.
- This item is not applicable to RC CGSOC or RC CCC.
- School must have an account with DA Administrative Publications System.
Mandatory comment: If the school followed all the correct procedures, and failure to obtain TSP materials rests with an agency not within the control of the school commandant or school battalion commander, the evaluator will include an appropriate comment in the executive summary. Note as a Higher Headquarters Issue.

ACCREDITATION CHECKLIST(CONT)

19. School forecasts instructor requirements to accomplish the training mission IAW established
____ ____ ____ <u>YES</u>

instructor/student ratios and standards of grade.

References:
a   MOSQ: POI/TSP, TRADOC Reg 351-10, para 2-7d,
DA PAM 611-21.
a. NCOES: POI/TSP, TRADOC Reg 351-10, para 2-7d
DA PAM 611-21.
c. OES: POI/TSP, TRADOC Reg 351-10, para 2-7d,
d. DSSC: POI/TSP, TRADOC Reg 351-10, para 2-7d),
DA PAM 611-21.

Notes:
- This item is not applicable to RC CGSOC or RC CCC.

ACCREDITATION CHECKLIST(CONT)

20. School billets students on post whenever practical. ____   ___

References:
a. MOSQ: N/A
b. NCOES: AR 210-50, para 4-4; TRADOC Reg 351-10, para 2-5.
c. OES: N/A
d. DSSC: CMP, chapter 1, para 4b.

Notes:
- Installation commanders (commandants) will make every effort to billet students on post in NCO
** training Battalions and Active Component NCO Academies to create the desired NCOA live-in**
** environment.**
- Priority will go to PLDC students, then BNCOC students, then ANCOC students.

ACCREDITATION CHECKLIST(CONT)

21. Billets/facilities are clean and maintained to Army standards.

____ ____

References:
a. MOSQ: AR 210-50.
b. NCOES: AR 210-50.
c. OES: AR 210-50.
d. DSSC: AR 210-50.

22. Barracks provide adequate space and furnishings IAW AR 210-50,   **____**

____
Tables 4-2 and 4-3.

23. Study facilities are available to students after duty hours.   **__**

____ ____

References:
TRADOC Reg 351-18, para 3-5c(1).

24. Classrooms are adequate to promote learning.   **____ ____ __**

notes
a. Size, lighting, climate control, and furnishings.
References.
a. MOSQ: POI/TSP.
b. NCOES: TRADOC Reg 351-10, POI/TSP.
c. OES: POI/TSP.

ACCREDITATION CHECKLIST(CONT)

25. Commanders post current student orientation information to the SH _____

_____

screen in ATRRS.

26. School has an account with a region VI-TSC. __

_____ _____

27. School has an established account with DA Administrative Publications System. _____ _
 _____ **YES**

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

TASS REGION:_____   SCHOOL CODE:_____

NAME OF SCHOOL EVALUATED:_____RESULT:_____

(ACCREDIT, NON ACCREDIT, ETC.)

TRAINING SITE:_____ DATE:_____

MOS TAUGHT:_____

EVALUATOR: _____PHONE:_____

GO NO GO   N/A

CRITICAL

**1. Instructor complies with techniques and methods of instruction prescribed in   ____ ____ ____ <u>YES</u>
TSP/Lesson Plan.**

References:
a. MOSQ: TSP/Lesson Plan.
b. NCOES: TRADOC Reg 351-10, para 2-13 , 2-14, AR 350-1 (when published)CMP/POI, TSP/Lesson Plan.
c. OES: TRADOC Reg 351-10, para 2-13; TSP/Lesson Plan.
d. DSSC: TRADOC Reg 351-10, para 2-13; TSP/Lesson Plan.

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Notes:

ACCREDITATION CHECKLIST:
PART II.   CONDUCT OF TRAINING

2. Physical fitness training is conducted IAW applicable references.

 ____ ____ ____

References:
a. MOSQ: AR 350-41; FM 21-20; CMP/POI.
b. NCOES: AR 350-41; FM 21-20; AR 600-9; CMP/POI.
c. OES: AR 350-41; FM 21-20.
d. DSSC: AR 350-41; FM 21-20.

Notes:
- The POI/CMP may dictate physical fitness training hours.
- School environment dictates how physical fitness is conducted (e.g., NCOES will have student-le programs).
- Check PT for each course in session, if held at different times or in different environments, for compliance.
- This item is not applicable to RC CGSOC.

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

**3. Instructors are mentors, counselors, and role models who monitor their students'
____ ___ ____ YES**
   progress and coordinate with other instructors for instruction assistance when needed.

References:
a. MOSQ: AR 670-1, para 1-9a.
b. NCOES: AR 670-1, para 1-9a; AR 350-1 (when published), TRADOC Reg 351-10, para 2-14.
c. OES: AR 670-1, para 1-9a; TRADOC Reg 351-10, para 2-14.
d. DSSC: AR 670-1, para 1-9a; TRADOC Reg 351-10, para 2-14; DSSC CMP, chapter 1, para 5.

Notes:
- All personnel will maintain a high standard of dress and appearance.
- For NCOES, SGLs will be mentors, counselors, and role models during and after the normal academic
   day. They will control the students' entire duty day, either personally or through student leaders.
- SGLs must monitor their students' progress through all training.
- SGLs provide most NCOES instruction and serve as role models throughout the course.
- Check 10 counseling records or 10 percent of available records, whichever is greater. Select records randomly from different instructors.
- Ninety percent of records checked must meet the criteria.
- Schools must base NCOES counseling on the nine competencies listed in FM 22-100.
- This item must also be checked where student records are stored.

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

4. Instructors have the required documents available in the classroom:

____ ____ ____
 a. Current training schedule.
 b. Current ATRRS class roster.
 c. Course POI and current lesson plan.
 d. A copy of all written student materials for the class in session.
 e. Student counseling records and student attendance records (MARK FN 351a)
 f.   A copy of any approved waivers for the class in session.
 g. Proof of instructor certification, and -Operator permit(s), if applicable.

References:
a. MOSQ: TRADOC REG 351-18, para 4-5 and 4-6.
b. NCOES: TRADOC REG 351-18, para 4-5 and 4-6; AR 350-1.
c. OES: TRADOC REG 351-18, para 4-5 and 4-6.
d. DSSC: TRADOC REG 351-18, para 4-5 and 4-6; CMP, para 5-9b.

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

5. Students are provided the opportunity to demonstrate their leadership, skills,
          ____ ____ ____
and knowledge in a performance-oriented leadership environment, IAW the course material.

References:
a. MOSQ: N/A.
b. NCOES: AR 350-1 (when published), TRADOC Reg 351-10, para 2-7, and TSP/Lesson Plan.
c. OES: TSP/Lesson Plan.
d. DSSC: CMP.

Notes:
- School will place students in a challenging, performance-oriented leadership environment throughout the day.   Performance-oriented training must require students to demonstrate their competency in technical,
tactical, and leader skills by planning and conducting inspections and physical training, to include marching their groups to and from class when practical with cadre supervision.
- This item is not applicable to RC MOSQ, RC CGSOC, or RC CCC.

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ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

6. School observes safety and environmental considerations identified in lesson plans
____ ____ YES
and installation training areas

References:
a. MOSQ: TRADOC Reg 351-18, para 3-3 and 3-4; TSP/Lesson Plan; Local Policy .
b. NCOES: TRADOC Reg 351-10, para 2-17, 2-18; 2-19,; TSP/Lesson Plan; Local Policy.
c. OES: TSP/Lesson Plan, TRADOC Reg 351-10, para 2-17, 2-18, 2-19; and Local Policy.
d. DSSC: TRADOC Reg 351-10, para 2-17, 2-18, 2-19; CMP para 1-14; Local Policy.

Notes:
- Observe at least one class for each course in session to ensure instructor addresses safety and/o
** environmental issues at the beginning of class.**

7. Student enrollment meets POI/TSP established instructor to student or student to
____ ____ ____ YES
equipment ratios.

References:
a. MOSQ: POI/lesson plans.
b. NCOES: TRADOC Reg 351-10, para 2-13, POI/lesson plans.
c. OES: TRADOC Reg 351-10, para 2-13; POI/lesson plans.
d. DSSC: TRADOC Reg 351-10, para 2-13; CMP, para 1-4, and POI, page 2.

Notes:
- Observe at least one class for each course in session.
- Check waiver as required.

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ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

**8. Training schedules reflect all required lessons, prescribed hours of instruction, ____ ____ ____ <u>YES</u>
and Mandatory Training Sequence, sufficient information and time to prepare for training.**

References:
a. MOSQ: FM 25-101, chapter 3, and CMP/Mandatory Training Sequence (TRADOC Reg 350-70)/ TSP/Lesson Plan.
b. NCOES: FM 25-101, chapter 3, and CMP/Mandatory Training Sequence (TRADOC Reg 350-70)/ TSP/Lesson Plan.
c. OES: FM 25-101, chapter 3, and CMP/Mandatory Training Sequence (TRADOC Reg 350-70)/ TSP/Lesson Plan..
d. DSSC: FM 25-101, chapter 3, and CMP/Mandatory Training Sequence, para 1-4b (TRADOC Reg 350-70)/ TSP/Lesson Plan.

Notes:
- Compare course map/POI/TSP against school's course training schedule.
- Observe at least one class for each course in session.
- Training schedules must reflect mandatory sequences required by CMP/Mandatory Training Sequence.
- Check training schedule for each course in session.
- Check to ensure classes are conducted IAW the training schedule.

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

9. Current proponent course lesson plans are available and are being used to teach ____ ____ ____ <u>YES</u> the course.

References:
a. MOSQ: AR 350-1 (when published).
b. NCOES: AR 350-1 (when published); TRADOC Reg 351-10, para 2-7h.
c. OES: AR 350-1 (when published).
d. DSSC: AR 350-1 (when published).

Notes:
- School must have waivers from the proponent for every change to lesson plans.
- Observe at least one class for each course in session.

ACCREDITATION CHECKLIST:
PART II.   CONDUCT OF TRAINING

10.   The standards identified in the TSP\Lesson Plans are used to train/evaluate training,   ____ ____ YES
and students are trained to that standard.

References:
a. MOSQ: FM 25-100, pages 1-3, 1-4, & 1-5; FM 25-101, CMP/TSP/Lesson Plan.
b. NCOES: FM 25-100, pages 1-3, 1-4, & 1-5; FM 25-101, CMP/TSP/Lesson Plan.
c. OES: CMP/TSP/Lesson Plan, and FM 25-100, pages 1-3, 1-4, & 1-5, FM 25-101.
d. DSSC: FM 25-100, pages 1-3, 1-4, & 1-5; FM 25-101, CMP/POI/TSP/Lesson Plan.

Notes:
- Training principles include: Train as you fight, use appropriate doctrine, train to challenge, and
** Performance Oriented Training.**
- Observe at least one class for each course in session.
- Check course POI/CMP to see if FTX or STX is required. If the POI/CMP requires an FTX and the
** school does not conduct the FTX, evaluator will mark NO GO.**

- Observe at least one class for each course in session.

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

11. School conducts after action reviews (AAR) as required.
         ____ ____ ____ YES

References:
a. MOSQ: FM 25-100, pages 5-1 & 2; and TSP\Lesson Plans.
b. NCOES: FM 25-100, pages 5-1 & 2; and TSP\Lesson Plans.
c. OES: FM 25-100, pages 5-1 & 2; and TSP\Lesson Plans.
d. DSSC: FM 25-100, pages 5-1 & 2, and CMP para 1-4a(2).
Notes:
- Normally found in NCOES, OES, and TATSC/RC3 courses.
- Observe at least one AAR for each course in session.

12. School administers course tests IAW references.
          ____ ____ ____ YES

References:
a. MOSQ: AR 350-1 (when published), and TRADOC Reg 351-18, para 3-11, 3-27; and CMP/Student Evaluation Plan.
b. NCOES: AR 350-1 (when published), CMP/Student Evaluation Plan.
c. OES: AR 350-1 (when published), and TRADOC Reg 351-18, para 3-11; CMP/Student Evaluation Plan.
d. DSSC: AR 350-1 (when published), CMP/Student Evaluation Plan.

Notes:
- School must use only proponent-developed questions/test.

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Mandatory comment: If the school has identified problems with proponent developed tests,

ACCREDITATION CHECKLIST:
PART II.   CONDUCT OF TRAINING

13. School conducts refresher/remedial training.
____ ____ <u>YES</u>

References:
a. MOSQ: TRADOC Reg 350-70 .
b. NCOES: TRADOC Reg 351-10, para 2-7b & 2-7g(3); TRADOC Reg 350-70.
c. OES: TRADOC Reg 351-10, para 2-7b & 2-7g(3); TRADOC Reg 350-70.
d. DSSC: TRADOC Reg 351-10, para 2-7b & 2-7g(3); TRADOC Reg 350-70, and CMP, chapter 1-4

Notes:
- Remedial/refresher training must be included on the training schedule.
- Check training schedules for each course in session.
- School will not schedule refresher/remedial training during academic hours.
- Ask instructors and students.
- Review school's SOP covering refresher/remedial-training procedures.
- This item is not applicable to RC CCC.

ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

14. School has required ranges and training areas and uses them as prescribed.
        ____ ____ ____ YES

References:
a. MOSQ: POI/TSP.
b. NCOES: POI/TSP.
c. OES: POI/TSP
d. DSSC: POI/TSP.
 Notes:
- Observe at least one class for each course in session.
- If students cannot train to POI/TSP conditions and standards because of lack of training areas/ranges   evaluator will mark NO GO.
- This item is not applicable to RC CGSOC or RC CCC.

15. School has required equipment in serviceable condition IAW applicable
   ____ ____ ____ YES
technical manual and uses the equipment for training.

References:
a. MOSQ: POI/TSP, TRADOC Reg 351-18, paras 3-19a, 3-19b(1) &(2), and 3-20e.
b. NCOES: POI/TSP.
c. OES: POI/TSP.
d. DSSC: POI/TSP.
 Notes:
- Observe at least one class for each course in session.
- Each POI/TSP specifies the required training equipment.
- School must have waiver from the proponent to use other than POI/TSP-prescribed equipment.

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ACCREDITATION CHECKLIST: PART II.   CONDUCT OF TRAINING

**16. School has ammunition and pyrotechnics in the amounts and prescribed types and uses
    ____ ____ ____<u>YES</u>
them as prescribed.**

References:
a. MOSQ: POI/TSP.
b. NCOES: POI/TSP.
c. OES: POI/TSP.
d. DSSC: POI/TSP.

Notes- If students cannot train to standard because of lack of ammunition or pyrotechnics evaluator will check
 for forecast request or waiver of requirement.

17. School has required training aids and uses them as prescribed.

        ____ ____ ____

References:
a. MOSQ: POI/TSP.
b. NCOES: POI/TSP.
c. OES: POI/TSP.
d. DSSC: POI/TSP.

Notes:
- Observe at least one class for each course in session.
- If students cannot train to lesson conditions and standards because of lack of training aids or simulators,

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ACCREDITATION CHECKLIST:
PART II.   CONDUCT OF TRAINING

18. School has required training support materials and references and uses them
        ____ ____ ____ <u>**YES**</u>
as prescribed.

References:
a. MOSQ: POI/TSP.
b. NCOES: POI/TSP.
c. OES: POI/TSP.
d. DSSC: POI/TSP.

Notes:
- Observe at least one class for each course in session.
- If students cannot train to lesson conditions and standards because of lack of training support materials
  or references, evaluator will check for waivers.

TR 350-18, The Army School System (TASS)

SYNOPSIS

- **CHAPTER 4. Training**
- **4-4. Instructor qualifications.**
  - **Every TASS training battalion instructor must meet the qualification standards established in TRADOC REGs 351-10, 350-70, ARs 600-9, 350-41, and FM 21-20.**
- **4-5 Visitor folders.**
  - **Every class instructor will have at least one visitor folder at a table or desk in the rear of the classroom or field training area.**

TR 350-18, The Army School System (TASS)

- **4-6. Instructor folders.**
  - **Instructor folders will be maintained by each TASS battalion and of their instructor folder.**
  - **School code. Instructors directed to other TASS battalions/schools/remote training sites will report with a copy**

TR 350-18, The Army School System (TASS)

– **Pre-Execution Checklist**

- **Appendix H**

- **Unit commanders will ensure all soldiers, including   walk-ons, enrolled in institutional training meet course prerequisites. Soldiers who report for training must have in their possession a completed pre-execution checklist, signed by the soldier and the unit commander**

TR 350-18, The Army School System (TASS)

- TR 350-18 – The Army School System
  3-44. Accreditation
  - The minimum essential requirement is accreditation of the proponent school and each functionally aligned TASS training battalion.

TR 350-18, The Army School System (TASS)

- TR 350-18 – The Army School System
  3-44. Accreditation
  There are two types of accreditation:
  - Institution:
    - TASS battalions.
  - Course.
    - Multi-functional school brigades.

TR 350-18, The Army School System (TASS)

- **TR 350-18 – The Army School System**
  3-44. Accreditation

  Results of Accreditation visit
  - **Receive Accreditation**
  - **Probation I**
  - **Probation II**
  - **Withhold Accreditation**

Checklists

As a newly assigned Title XI, you will need to become familiar and acquire a good working knowledge of two specific checklists.

    (1) Unit Pre-Execution Checklist

    (2) Accreditation Checklist

Checklists (cont)

Unit Pre-Execution Checklist

The purpose of the this document is to assist the unit in preparing soldiers for school attendance, while providing one single document, with appropriate attachments, for the training institutions. The checklist will be completed by appropriate unit personnel and verified and signed by the unit commander. Soldiers reporting for training must have a signed pre-execution checklist in his/her possession.

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Checklists (cont)

Soldiers reporting for training without the checklist signed by the soldier and the unit commander will be given 72 hours from the report date to provide the checklist with appropriate attachments. If a soldier is unable to produce the documentation required, the soldier will be returned to their unit.

Checklists (cont)
Accreditation Checklist

The Accreditation Checklist is the basis for conducting formal accreditation evaluations. The checklist provides references, mandatory comments, and notes as guidance for evaluators and for training institution staffs preparing for accreditation, except CGSOC and CCC. CGSOC and CCC are accredited IAW the nonresident guidelines contained in the CGSC accreditation plan for instruction. The checklist is divided into two major categories:

(1) Part I. Training Support

(2) Part II. Conduct of Training

The checklist is the prescribed form for recording accreditation evaluation findings.

Smart Book

Phase IV Qualifications

Qualifications (cont)

TASS Accreditation Program

- **Total Army Instructor Training Course (TAITC)**

- **Small Group Instructor Training Course (SGITC)**

Qualifications (cont)

TAITC

The TAITC teaches military, Department of the Army (DA) civilians, or contract personnel selected as instructors how to prepare and present a quality training session. The course provides the basic skills and knowledge required to prepare, conduct, manage, and evaluate instruction in resident training courses. As such, the course presents definitions, terminology, and instructional methods used to present instruction. TAITC presents lessons and exercises that allow students to experience, first hand, how to prepare and present an effective training session.

Qualifications (cont)

Topics include:

- Course requirements.
- Prepare a learning objective.
- Develop a training outline.
- Conduct an After-Action-Review (AAR).
- Communicate on-the spot praises and corrections.
- Conduct a counseling session.
- Determine soldier intervention techniques.
- Preventing fraternization.
- Preventing sexual harassment.

Qualifications (cont)

Prerequisites

1. **Personnel E-6 or above (or civilian equivalent) and assigned primary duties as instructor or training developer.**

2. **Be in "Favorable" status (verified) by unit).**

3. **Can provide proof of current cardiopulmonary resuscitation (CPR) certification.**

Qualifications (cont)

Pre-Course Preparation

Complete the TAITC Student Guide/Reference (read-ahead) packet, available at SFDB).

What To Bring To Class

Two approved lesson plans.

Common Task Manual.

TAITC Student Guide (read-ahead packet).

Qualifications (cont)
SGITC

This course provides the basic skills and knowledge that will enable instructors to prepare, facilitate, manage, and evaluate small group instruction in resident training courses. Students are military and civilian personnel who are assigned instructional duties that require the utilization of small group instructional methodology. Personnel engaged in training evaluation/quality control of small group training would also be required to complete the SGI training course.

Qualifications (cont)

The course focuses on:

- Adult learning.
- Group development
- Intervention.
- Self-assessment.
- Active listening.
- Small group instruction methods

Qualifications (cont)

Pre-Course Preparation

Read the Student Reference information contained in the SGI Student Handbook.

What to Bring to Class

Student Handbook, notebook paper, and pen or pencil

Lesson plan from a class you are scheduled to teach

Military and civilian personnel will wear civilian attire

QUESTIONS???